

HAMPTON BOARD OF EDUCATION
HAMPTON, CT 06247
COMMUNICATION COMMITTEE
SPECIAL MEETING MINUTES
THURSDAY, OCTOBER 6, 2016

1. CALL TO ORDER - The Meeting was called to order at 6:05 pm. BOE members present were Mark Becker, Lisa Siegmund and Wesley Wilcox.
 2. AUDIENCE FOR STAFF & CITIZENS – None
 3. REVIEW OF MAY 5, 2016 MINUTES – The minutes were reviewed with no comments.
 4. REVIEW OF FALL 2015 NEWSLETTER – The group reviewed the newsletter to determine elements to include in the Fall 2016 Newsletter as well as general format.
 5. DISCUSSION OF CONTENT FOR FALL 2016 NEWSLETTER – The group discussed comments on the proposed outline which laid out the different sections of the newsletter. Mark took action to incorporate and send back out to the group for review.
 6. REVIEW ACTIONS AND NEXT AGENDA PLANNING INCLUDING DATE AND TIME – The actions included getting the updates incorporated into a newsletter (Mark).
- There was not a next meeting planned at this time.
7. ADJOURNMENT – The committee adjourned at 7:00 pm.

Respectively Submitted,
Mark Becker

PLEASE NOTE:

Note: Per C.G.S. 10 – 218, Board of Education meeting minutes are provided in a draft format. With the exception of motions and votes recorded, these minutes are unofficial until they have been read and approved by a majority vote of the Board. Should edits be necessary, they will be made at the next regularly scheduled meeting, noted in the meeting minutes, and voted upon.

Copies of any documents distributed at meeting can be obtained by contacting Hampton Elementary School Superintendent's Office